

**HOPE VALLEY/WYOMING FIRE DISTRICT
996 MAIN STREET
HOPE VALLEY, RI 02832**

**MONTHLY BOARD MEETING
JUNE 11, 2015
7:00 P.M.**

Those present: Board Members: Chairman, David Holt, Vice-Chairman, Pasquale DeBernardo, Georgia Ure, Elwood Johnson, Paul Schaarschmidt; Chief, Fred Stanley; Treasurer, Deborah Nicotra; Tax Collector, Susan Bok; District Clerk, Julie Kelley

Those not present: All Present

The meeting commenced and was called to order by Chairman, David Holt at 7:04 p.m. with a salute to the flag and a moment of silence.

MINUTES

The minutes of the May 14th Monthly Board Meeting were presented. Mr. Johnson motioned to accept the minutes as presented and Ms. Ure seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

The minutes of the May 28th Budget Workshop Meeting were presented. Ms. Bok indicated a correction be made to the tax rate as stated in the minutes from \$1.10 to \$1.22 per thousand. Mr. Johnson motioned to accept the minutes as corrected and Ms. Ure seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

TAX COLLECTOR'S REPORT

The Tax Collector's report was presented for May 2015. The reports reflect a total of \$742,337.21 have been collected as of this report. Mr. Johnson motioned to accept the Tax Collector's Report as presented and Ms. Ure seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

TREASURER'S REPORT

The Treasurer's report for May 2015 was presented. The board reviewed Acct. # 6110 - Truck Maintenance and Acct. # 7120 - Protective Clothing, as they both will be over by year-end with an anticipated total amount of \$35,000.00 still to come out of these accounts.

Ms. Ure motioned to accept the Treasurer's report as presented and Mr. Johnson seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

BUDGET

The final figures discussed during the Budget Workshop have been entered for the new budget. We now show an increase of 5.1% not 5.4% due to a math error. Our budget is up \$39,842.00 or an increase of 5.1%. Our tax revenue will be determined by the final assessments'. The dollar rate will increase from \$1.10 per thousand to \$1.15 if we do not receive any additional revenue from Verizon or no change in valuations. If we do add income from Verizon then our increase would only be 3.6%. As soon as Verizon has all their permits they will start. DEM and Zoning Permits have been obtained and once they obtain the building permit they may move forward.

Mr. Schaarschmidt commented that he would like to see additional money put into the budget into Acct. # 6110 - Truck Maintenance. He felt an additional \$5,000.00 should be added to that account. We still might be able to add \$7,500.00 in revenue for Verizon to help offset the budget. As soon as the Chief gets the information from Verizon, changes can be made to the budget.

Under Acct. # 4140 – Auditor is in the amount of \$14,500.00, which is for Nadeau Wadovick LLP at \$9,500.00 and \$5,000.00 for Robert Civetti. Nadeau Wadovick LLP needs to be approved as yet. We will contact Mr. Civetti for consulting once we get approval.

Mr. Johnson motioned to accept the Budget for Yr 15-16, noting that if any further changes are to be made they can be addressed at the Public hearing and Ms. Ure seconded the motion. Discussion: Ms. Nicotra still needs to check her FICA figures on retirement. It was believed there was a little extra in the budget. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

CHIEF'S REPORT

The Chief's report was presented for May 2015. The board discussed the following points of interest:

The board discussed how nice the Diamond T looked in the parade. They commended everyone's efforts to get the Diamond T restored. Mr. Johnson commented that the parade was awesome and everyone did a fantastic job but that he had a concern with the firefighters standing on the trucks noting that it is a violation of our own Rules and Regulations. Everyone should be inside the vehicles when in motion with seat belts, even in a Parade, everyone needs to be prepared and protected.

Our appreciation goes to Mr. Terry Gray of DEM for his assistance in getting the paperwork approved for the permit for Verizon.

Gladfelter claims recently rejected the claim on Mr. David Dumsar.

There will be another Open Government Summit on July 31st to be held at Roger Williams University Law School in Bristol, RI.

There will be a Municipal Workshop regarding Financial Audit and Quarterly reporting to be held on June 22nd at Community College of Rhode Island.

Mr. DeBernardo motioned to accept the Chief's report for May 2015 and Mr. Johnson seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

Fire Chief Position

The oral board interviews have been conducted and the board interviewed four (4) candidates. Mr. Peter Lacaouture was the Chairman of the oral board. All candidates did well and the oral board felt we had strong candidates to choose from. Each was interviewed for forty-five minutes and was asked ten (10) out of the eleven (11) questions. Each oral board member made notes and scored each with a five (5)-point maximum, of which there were very few. The maximum score was 55 points. All three (3) of the oral board members had numbers that did not vary more than four (4) points from the top candidate to the fourth, all candidates were very close. All oral board members were happy to assist and thanked the board for their gift certificates.

The scores from the written exam from each of the candidates were announced and reflected in the Rubric scoring, from highest to lowest scoring, Candidate 2, Candidate 5, Candidate 1, Candidate 4, & Candidate 3.

CORRESPONDENCE

Incoming:

1. Letters addressed to the Board of Directors of the Hope Valley/Wyoming Fire District, in reference to a letter of recommendation for Candidate 1 for the position of District Fire Chief.
2. Letters addressed to the Board of Directors of the Hope Valley/Wyoming Fire District, in reference to a letter of recommendation for Candidate 2 for the position of District Fire Chief.
3. Letters addressed to the Board of Directors of the Hope Valley/Wyoming Fire District, in reference to a letter of recommendation for Candidate 4 for the position of District Fire Chief.
4. Letters addressed to the Board of Directors of the Hope Valley/Wyoming Fire District, in reference to a letter of recommendation for Candidate 5 for the position of District Fire Chief.
5. Email addressed to Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Mr. Andrew Pearsall, Real Estate Consultant, Verizon Wireless, regarding Verizon Wireless and RI DEM status pending.

6. Email addressed to Mr. Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Ms. Elizabeth Monty, Deputy Finance Director, Town of Hopkinton, regarding Health Care Rates 2015-2016.
7. Letter addressed to Mr. Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Mr. Martin D. Wencek, Permitting Supervisor, Office of Water Resources, Freshwater Wetlands Program, regarding Application No. 15-0071.
8. Letter addressed to Mr. Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Ms. Lindsay Tobias, Claim Representative, Glatfelter Claims Management, Inc., regarding David Dumsar and Claim # 0515AH5743.
9. Email addressed to Chief Frederick A. Stanley, Hope Valley/Wyoming Fire District, from Mr. Peter F. Kilmartin, Attorney General, regarding 2015 Attorney General Open Government Summit scheduled for July 31, 2015.
10. Email addressed to David C. Holt, Chairperson, Hope Valley/Wyoming Fire District, from Mr. Peter V. Lacouture, Robinson & Cole LLP, regarding Hope Valley/Wyoming Fire District Chief Interviews.
11. Email addressed to Chief Frederick, A. Stanley, Hope Valley/Wyoming Fire District, from Ms. Elaine Colarusso, Programming Services Officer, State of RI, Department of Municipal Finance, regarding Municipal Workshop scheduled for June 22, 2015 at Community College of Rhode Island.
12. Email addressed to David C. Holt, Chairperson, Hope Valley/Wyoming Fire District, from Mr. Frank Hilbert, Mystic Fire Department, expressing his appreciation for being invited to be a participate on the oral board.
13. Email addressed to Frank Hilbert, Mystic Fire Department, from Mr. Kevin A. Breene, expressing his appreciation for being able to participate on the oral board.
14. Email from Mr. Richard C. Panciera, Attorney, Hope Valley/Wyoming Fire District, addressed to Julie Kelley, District Clerk, Hope Valley/Wyoming Fire District, regarding Open Meetings Act clarification.
15. Rubric for Scoring of Written Examinations for the Candidates for District Fire Chief.

Outgoing:

1. Letter from David C. Holt, Chairperson, Hope Valley/Wyoming Fire District, addressed to Samuel Beil Landscaping, LLC, Mr. Samuel Beil, accepting his bid for a one (1) year contract for Mowing and Trimming of Station 1, Station 2, and Depot Square Park.
2. Email from Mr. David C. Holt, Chairperson, Hope Valley/Wyoming Fire District, addressed to the Chief and Board Members, regarding Municipal Workshop on June 22, 2015.
3. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. William McGarry, Town Manager, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
4. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. David Palmer, Chief, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
5. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. Scott Barber, Chief, Richmond Carolina Fire Department, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
6. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. Fred Sherman, Chief, Hope Valley Ambulance Squad, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
7. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. Nicholas Carter, Foreman RIDOT, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
8. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. Dennis Baker, Superintendent RIDOT, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
9. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. Mark Gilot, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
10. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. John Hartke, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
11. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. Loretto Vara, notifying them that a candidate has listed them as a reference for their consideration for the position of District Fire Chief.
12. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Ms. Rina DiBenedetto, CPA, Senior Audit Manager, regarding Hope Valley/Wyoming Fire District Auditor Selection.

13. Letter from Mr. David C. Holt, Chairman, Hope Valley/Wyoming Fire District Board of Directors, addressed to Mr. David Dumsar, Hope Valley/Wyoming Fire District, informing him that leave has expired.
14. Email from David C. Holt, Chairperson, Hope Valley/Wyoming Fire District Board of Directors, addressed to Oral Board Members, expressing his appreciation for their participation in the selection process of our new Fire Chief.
15. Email from David C. Holt, Chairperson, Hope Valley/Wyoming Fire District Board of Directors, addressed to the Board Members, indicating that the Audit selection has been approved.
16. Email from David C. Holt, Chairperson, Hope Valley/Wyoming Fire District Board of Directors, addressed to Ms. Rina DiBenedetto, CPA, Senior Audit Manager, expressing appreciation for our approval of the audit of selection and submission of additional forms as requested.

PUBLIC FORUM

The board was considering going into Executive Session to discuss the candidates for the Chief's position. Mr. DeBernardo motioned to convene into Executive Session. It was brought to the attention of the board by Mr. William Day that a letter would have to be sent to each candidate to discuss these matters in Executive Session. The board discussed that they felt it did not apply to any of the Open Meeting Laws §42-46-5(a) 1-10 as the candidates were not employees. It was decided that the District Clerk would receive clarification from the Attorney General's office to confirm what subsection this would fall under. Mr. DeBernardo withdrew his previous motion. Mr. DeBernardo motioned to instruct the clerk to send letters to each of the candidates notifying them that there would be a special meeting to be held in Executive Session unless otherwise requesting it to be held in open session. Mr. Schaarschmidt and Mr. Johnson seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

Ms. Ure motioned to schedule a Special Meeting to be held on Monday, June 22nd at 6:00 p.m. located at Station One to interview each of the candidates. Each interview with the candidates will be anywhere between thirty (30) to forty-five (45) minutes in duration. A letter from the clerk will be sent notifying each of the candidates of their appointed time and to notify them that the meeting is to be held in Executive Session. The board will then convene after conducting all interviews and make a decision to appoint a candidate as District Chief. Mr. Johnson seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

ADJOURN

A motion was made to adjourn at 8:35 p.m. by Mr. Johnson and seconded by and Mr. Schaarschmidt. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

Respectfully submitted,

Julie Kelley
District Clerk